

**SAN JOSÉ STATE UNIVERSITY
ONE WASHINGTON SQUARE
SAN JOSÉ, CA 95192**

Amendment B to University Policy S19-3, University Writing Requirements/Guidelines, University Writing Committee

Legislative History:

On March 20, 2023, the Academic Senate approved Amendment B to University Policy S19-3, University Writing Requirements/Guidelines, University Writing Committee presented by Senator Wong for the Curriculum and Research Committee.

ACTION BY UNIVERSITY PRESIDENT:

**Approved and signed by
President Cynthia Teniente-
Matson, San José State
University on April 25, 2023.**

Whereas: The March 24, 2022 Chancellor [Memorandum](#) regarding CSU Policy on the Graduation Writing Assessment Requirement (GWAR) states, “the use of a stand-alone examination may no longer be used to demonstrate competence in writing under the GWAR”; and

Whereas: University data, collected between Fall 2019-Fall 2021, highlight minimal differences in 100W grades among students who completed the WST versus those who completed the directed self-placement assessment; and

Whereas: The CSU Credit for Prior Learning [policy](#), revised in October 2021, requires that when applicable, students shall earn academic credit for prior learning; and

Whereas: Completion of 100W is intended to strengthen writing skills, which supports student success in advanced courses and culminating experiences; and be it further

Resolved: That the following amendments to S19-3 be adopted.

Approved: February 13, 2023

Vote: 9-0-0

Present: Thalia Anagnos, Marc d'Alarcao, Megan Chang, Collin Onita, Hiu Yung Wong, Stefan Frazier, Scott Shaffer, Marie Haverfield, Safiullah Saif

Absent: Richard Mocarski, Ellen Middaugh

Workload Impact: Elimination of workload for the administration of WST; New workload for the administration of Upper Division Writing Directed Self-Placement (UDW-DSP); Management of 100W placement process moves from the Testing Office to Academic Affairs.

Financial Impact: Elimination of WST testing fees for students. Testing Office will lose two-thirds of its income due to the removal of WST.

UNIVERSITY POLICY
University Writing: Requirements/Guidelines
University Writing Committee (UWC)
(from <https://www.sjsu.edu/senate/docs/S19-3.pdf>)

1. **Graduation Writing Assessment Requirement (GWAR), undergraduate level.**
 - a. Demonstration of competence in written communication shall be a requirement for graduation with any bachelor's degree. Competence shall be demonstrated by satisfaction of the university requirement for Writing in the Disciplines (WID). Students shall satisfy the WID requirement either by passing a course approved as provided below in (c), or by satisfying the CSU Graduation Writing Assessment Requirement (GWAR) prior to matriculation at San José State University, or through credit for prior learning as applicable. Completion of General Education lower-division requirements for written communication and a formal placement mechanism shall be the prerequisites for taking the WID course.
 - b. Normally, students shall satisfy the WID requirement as soon as possible after completion of 60 units. Departments should include a WID course (100W) between 60 units and 90 units in their curricular roadmaps. The Provost or designee may allow WID courses (100W) to

appear in the roadmap after 90 units if they find that curricular patterns and requirements in particular majors justify the postponement.

- c. Courses fulfilling the WID requirement:
 - i. Every department (or equivalent unit) responsible for an undergraduate degree program shall either offer an upper-division Writing in the Disciplines (100W) course for its majors or designate for its majors, by agreement with that department, such a course offered by another department. College deans shall coordinate department offerings to assure that students will be accommodated. The primary responsibility for offering such courses is that of the major department and college. A department shall not designate a course in another college without notice to and consent of both college deans.
 - ii. Courses satisfying the WID requirement are submitted for approval to the General Education Advisory Committee (GEAC) in the same manner as lower division GE and SJSU Studies courses. For approval, GEAC must be satisfied that the proposed course will require substantial appropriate writing, that a high standard for successful completion of the course will be maintained and that the course complies with all other applicable criteria. GEAC shall periodically review all approved courses and may recommend withdrawal if, in GEAC's judgment, sufficiently high standards have not been maintained or the course has otherwise become deficient. The University Writing Committee (UWC) shall be consulted for advice at GEAC's request

**2. Graduation Writing Assessment Requirement (GWAR), graduate level.
[Unchanged]**

3. University Writing Committee (UWC) Charge and Membership

- a. Charge: The charge of the UWC shall be to develop and support writing instruction at SJSU. To do this, the UWC shall study and support the teaching of writing at all levels, all across the curriculum. The UWC shall be a resource for the teaching and learning of writing all across campus, in support of student writers' university careers from beginning to end.

Members of the UWC serve a vital role as representatives of their colleges and departments. UWC members shall communicate with faculty members in their home colleges and departments, keeping them informed of the activities of the UWC; act as conduits between their colleges and departments and the UWC, helping the committee

understand the various (and varied) needs of departments and programs on campus; and help develop policies and programs to address these needs.

The UWC may sponsor workshops and training programs for instructors of approved courses and shall use these and other appropriate means to provide guidance on composition standards throughout the University.

The UWC will be consulted as necessary for the following:

- assessment of the writing core competency
- placement of students in writing classes
- supplementary writing support for students
- writing in General Education and GVAR courses, especially Areas A2, A3, and R; and writing in capstone and other courses as part of a student's degree program

b. Committee membership: [Unchanged]